



LEROY D. BACA, SHERIFF

County of Los Angeles
Sheriff's Department Headquarters
4700 Ramona Boulevard
Monterey Park, California 91754-2169

A Tradition of Service



December 07, 2010

The Honorable Board of Supervisors
County of Los Angeles
383 Kenneth Hahn Hall of Administration
Los Angeles, California 90012

Dear Supervisors:

ADOPTED

BOARD OF SUPERVISORS
COUNTY OF LOS ANGELES

43 December 7, 2010

Sachi A. Hamai
SACHI A. HAMAI
EXECUTIVE OFFICER

**CONSULTANT SERVICES AGREEMENT FOR AS-NEEDED
CONSTRUCTION PROJECT MANAGEMENT AND RELATED SERVICES
(ALL SUPERVISORIAL DISTRICTS) (3 VOTES)**

SUBJECT

This action is to approve a consultant services Agreement for a not-to-exceed fee of \$1 million per year, for as-needed construction project management and related services (CPM) for a one-year term, with four one-year renewal options, for a maximum total contract term of five years.

IT IS RECOMMENDED THAT YOUR BOARD:

1. Award and authorize the Sheriff, or his designee, to execute the consultant services agreement with Vanir Construction Management, Incorporated (Vanir) to provide CPM for various Los Angeles County Sheriff's Department (Department) facilities, and projects for a one-year term, commencing on the date of the initial Notice to Proceed with additional four one-year options to be exercised at the discretion of the Sheriff. The Agreement shall not exceed a fee of \$1 million per year, for a maximum total contract term of five years.
2. Authorize the Sheriff, or his designee, to exercise the options to renew the Agreement for four one-year terms in accordance with the terms of the Agreement.

PURPOSE/JUSTIFICATION OF RECOMMENDED ACTION

The recommended Agreement will augment the Department's ability to provide CPM for various projects. The volume of requests for CPM and their turnaround time vary throughout the year. Frequent surges in workload and requests for specialized expertise create the need for the as-needed project management resources.

The recommended consultant service Agreement will enhance the Department's ability to deliver any renovations/improvements to various Department's facilities efficiently and complete project-related activities within desired timeframes.

Implementation of Strategic Plan Goals

The services provided under this Agreement support Los Angeles County's (County) Strategic Plan, Goal 1, Operational Excellence, by managing fluctuations and increases in workload while providing quality, safe, and secure facilities for our employees, inmates, and the public.

FISCAL IMPACT/FINANCING

The contract period will be for one year, with four one-year renewal options to be exercised at the discretion of the Sheriff, or his designee, for a maximum term of five years. The maximum aggregate value of the Agreement is a not-to-exceed sum of \$1 million per year, totaling \$5 million for five years, if all of the options are exercised.

Sufficient funds to finance this Agreement for the first full year of the Agreement are included in the Department's Fiscal Year (FY) 2010-11 operating budget. Funding for future years will be included in proposed Budget requests. Costs for Capital Project funding may be recovered through individual projects with approved budgets for this work.

FACTS AND PROVISIONS/LEGAL REQUIREMENTS

The Agreement is in the form of a standard consultant services agreement previously approved by County Counsel. The Agreement is in compliance with your Board's clauses that provide for termination, renegotiations, and hiring qualified displaced County employees.

The Agreement contains terms and conditions supporting your Board's ordinances, policies, and programs, and includes a cost-of-living adjustment provision in accordance with your Board policy that was approved on January 29, 2002, and will be applied in the third, fourth, and fifth year of the Agreement.

ENVIRONMENTAL DOCUMENTATION

The proposed activity is not a project pursuant to the California Environmental Quality Act (CEQA) because it is an activity that is excluded from the definition of a project by Section 15378(b) of the State CEQA Guidelines insofar as it involves an administrative activity of government that will not result in direct or indirect changes to the environment.

CONTRACTING PROCESS

On August 26, 2010, the Department issued a Request for Proposal (RFP) to 32 firms. As requested by your Board on February 3, 1998, the RFP was listed on the Doing Business with Us website. The objective of the solicitation was to identify the most qualified consultant firm that demonstrated the highest level of experience and capability to provide the required services. Ten firms responded to the RFP. An Evaluation Committee, consisting of the Department's technical staff, evaluated the

proposals. Evaluations of the firms were based on technical expertise, proposed work plan, experience, personnel, qualifications, and understanding of the work requirements. These evaluations were completed without regard to race, creed, color, or gender. Based on the review and evaluation of the proposals, the Evaluation Committee recommended Vanir as the best qualified firm to perform the specified services.

Vanir's Community Business Enterprise participation data and three-year contracting histories are on file with the Department.

The Department has evaluated and determined that County Code, Chapter 2.201 (Living Wage Program) does not apply to the recommended contract.

IMPACT ON CURRENT SERVICES (OR PROJECTS)

There will be no impact on current County services or projects during the performance of the recommended consultant services.

This contract will allow the Department to manage and implement the Department's Capital project Program with as-needed consultant services to better manage fluctuations in workload and, thereby, provide more responsive services and assure safer and more secure facilities.

CONCLUSION

Upon Board approval, please provide two adopted copies of this letter to the Department's Contracts Unit.

Sincerely,



LEROY D. BACA
Sheriff

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